

13 April 1976

STATINTL

MEMORANDUM FOR: [REDACTED] Executive Secretary
Suggestion and Achievement Awards Committee

SUBJECT : Security Poster Suggestion (76-195)

REFERENCE : Your Memo to Chairman, FAC, dated 24 Mar 1976,
same subject

As a general observation, the Fine Arts Commission finds the proliferation of posters and signs objectionable, and we believe the particular play on words suggested would make an exceptionally unsightly poster. We urge that other and more effective means of reminding us all of our security obligations be rewarded.

[REDACTED]

Chairman
Fine Arts Commission

STATINTL



WASHINGTON, D.C. 20505

SUGGESTION AND ACHIEVEMENT AWARDS COMMITTEE

24 March 1976

STATINTL

NOTE TO: [REDACTED] Chairman
CIA Fine Arts Commission

SUBJECT: Security Poster Suggestion (76-195)

1. The Committee received the attached suggestion from
Federal Protective Officer [REDACTED] STATINTL

2. Chief, Physical Security Division, Office of Security
has no objection to the concept from a security viewpoint. STATINTL
However, OS believes that the idea should be referred to the
Fine Arts Commission for decision as to whether Officer [REDACTED]
proposal is appropriate.

STATINTL

3. We will be happy to convey the customary notification
letter from the Committee once we have your conclusions. Our
address is 5E 54 Headquarters. Should you wish to communicate
direct with Officer [REDACTED] his mailing address is 1F 13 Head-
quarters.

STATINTL

Ex

Att

TITLE OR SUBJECT OF SUGGESTION <i>SECURITY POSTER</i>	SUGGESTION NO. <i>76-195</i>
PRESENT METHOD	
I SUGGEST <i>A POSTER READING: "WHO AND WHAT IS SECURITY? URIT</i>	
ADVANTAGES <i>TO MAKE MORE AWARE THAT SECURITY STARTS WITH THEM</i>	

RM 244
2-74)

☒ SECRET

USE PREVIOUS
EDITIONS

☐ CONFIDENTIAL

☐ ADMINISTRATIVE
INTERNAL USE ONLY

E _____, IMPDET CL BY _____

☐ UNCLASSIFIED (47)

Approved For Release 2002/02/19 : CIA-RDP87-01130R000200020016-0

SUGGESTION EVALUATION REPORT

TO: Executive Secretary
Suggestion Awards Committee

SUGGESTION NO.

SUSPENSE DATE

INSTRUCTIONS: Please complete this form in detail to guide the Suggestion Awards Committee in making a final determination of the merits of this suggestion. Retain third copy.

1. ACTION RECOMMENDED ☐ ADOPT ☐ DECLINE ☐ OTHER (Specify):

2. REASONS FOR RECOMMENDATION (If more space is needed, use plain paper)

3. TANGIBLE FIRST-YEAR SAVINGS (Man-hours, material, equipment, etc.)

4. INTANGIBLE BENEFITS (See guide on reverse side of third copy)

5. WHAT OTHER OFFICES, DIVISIONS, ETC. MIGHT ALSO USE THIS IDEA?

DATE

SIGNATURE OF EVALUATOR (Type name and title)

FORM 244b USE PREVIOUS EDITIONS

☐ UNCLASSIFIED ☐ INTERNAL USE ONLY ☐ CONFIDENTIAL ☐ SECRET (43)

Approved For Release 2002/02/19 : CIA-RDP87-01130R000200020016-0

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DATE

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FORM 2-70 244b USE PREVIOUS EDITIONS

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Approved For Release 2002/02/19 : CIA-RDP87-01130R000200020016-0

INTANGIBLE BENEFITS GUIDE

MINIMUM REQUIREMENT FOR CASH AWARD: THE INTANGIBLE IMPROVEMENT OR IDEA SHOULD COMPARE WITH A TANGIBLE CONTRIBUTION SAVING \$250 OR MORE ANNUALLY.

VALUE OF BENEFIT	EXTENT OF APPLICATION			
	LIMITED	EXTENDED	BROAD	GENERAL
MODERATE	\$ 25-50	\$ 50-100	\$ 100-200	\$ 200-400
SUBSTANTIAL	50-100	100-200	200-400	400-1000
HIGH	100-200	200-400	400-1000	1000-2500
EXCEPTIONAL	200-400	400-1000	1000-2500	2500-25000

VALUE OF BENEFIT

MODERATE	MODIFICATION OF AN OPERATING PRINCIPLE OR PROCEDURE; AN IMPROVEMENT OF RATHER LIMITED VALUE.
SUBSTANTIAL	SUBSTANTIAL MODIFICATION OF AN OPERATING PRINCIPLE OR PROCEDURE; AN IMPORTANT IMPROVEMENT.
HIGH	COMPLETE REVISION OF A BASIC PRINCIPLE OR PROCEDURE; A HIGHLY SIGNIFICANT IMPROVEMENT.
EXCEPTIONAL	INITIATION OF A NEW PRINCIPLE OR MAJOR PROCEDURE; A SUPERIOR IMPROVEMENT TO THE QUALITY OF A CRITICAL PRODUCT, ACTIVITY, PROGRAM, OR SERVICE TO THE PUBLIC.

EXTENT OF APPLICATION

	AFFECTS FUNCTIONS, MISSION OR PERSONNEL OF:
LIMITED	ONE OFFICE OR INSTALLATION; OR A SMALL AREA OF SCIENCE OR TECHNOLOGY.
EXTENDED	SEVERAL OFFICES OR INSTALLATIONS; OR AN IMPORTANT AREA OF SCIENCE OR TECHNOLOGY.
BROAD	AN ENTIRE AREA OR DIRECTORATE. MAY BE APPLICABLE TO ALL OF AN INDEPENDENT AGENCY OR A LARGE BUREAU.
GENERAL	SEVERAL AREAS OR DIRECTORATES, OR AN ENTIRE DEPARTMENT, OR LARGE INDEPENDENT AGENCY, OR IN THE PUBLIC INTEREST THROUGHOUT THE NATION OR BEYOND.

APPROPRIATE NONFINANCIAL RECOGNITION MAY BE GRANTED FOR IMPROVEMENTS OR IDEAS WHICH DO NOT MEET THE STANDARD FOR CASH AWARDS.

SUPERVISORS ARE THE KEY TO THE SUCCESS OF THE SUGGESTION AND INVENTION PROGRAM! WE NEED YOUR PROFESSIONAL EFFORT IN GIVING PROPOSALS A PROMPT AND COMPLETE EVALUATION. OBJECTIVE EVALUATIONS STIMULATE BETTER IDEAS AND ACHIEVEMENTS THEREBY GAINING GREATER BENEFITS, SAVINGS, AND EFFICIENCY OF OPERATION.

EFFECTIVE 1 JULY 1969

STATINTL

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UNCLASSIFIED		CONFIDENTIAL		SECRET	
OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	CHAIRMAN, FAC				
2	Rm. 904				
3	MAGAZINE Bldg				
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
Remarks: <p style="font-size: 1.2em; margin-left: 40px;">Concur with your 2 April draft.</p> <div style="background-color: black; width: 200px; height: 50px; margin: 20px auto;"></div>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
				6 APR 62	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

MEMORANDUM FOR: FAC Members

Please review and provide me with any
additional comments or suggestions by 9 April.



Chairman
Fine Arts Commission

Date 2 April 1976

FORM 101 USE PREVIOUS
5-75 EDITIONS

STATINTL

D-R-A-F-T
JKK:jmc
2 April 1976

STATINTL

MEMORANDUM FOR: [REDACTED] Executive Secretary,
Suggestion and Achievement Awards Committee

SUBJECT : Security Poster Suggestion (76-195)

REFERENCE : Your Memo to Chairman, FAC, dated 24 Mar 1976,
same subject

The Fine Arts Commission has no objection to an appropriate and tasteful poster being produced on the theme of Security so long as the poster is mounted only on designated bulletin boards already in place in Agency hallways. We do not believe the poster should be a permanent display, but should be given a specific length of life -- 6 weeks or 2 months for example -- and then be removed.

[REDACTED]
Chairman
Fine Arts Commission

STATINTL



CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

SUGGESTION AND ACHIEVEMENT AWARDS COMMITTEE

24 March 1976

STATINTL

NOTE TO: [REDACTED], Chairman
CIA Fine Arts Commission

SUBJECT: Security Poster Suggestion (76-195)

1. The Committee received the attached suggestion from
Federal Protective Officer [REDACTED]

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2. Chief, Physical Security Division, Office of Security
has no objection to the concept from a security viewpoint.
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letter from the Committee once we have your conclusions. Our
address is 5E 54 Headquarters. Should you wish to communicate
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[REDACTED]

Executive Secretary

Att

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PRESENT METHOD	
I SUGGEST <i>A POSTER READING: "WHO AND WHAT IS SECURITY? URIT</i>	
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Fine Arts Commission

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D-R-A-F-T
JKK:jmc
2 April 1976

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STATINTL

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[REDACTED]
Fine Arts Commission

[REDACTED]

On second reading of attached, I saw that the suggestion was made by our security types. Last year, the posters displayed had reached a new low (children, puppies, etc., all having to do w/security). This one is certainly clearer but for some mysterious reason, I find most reminders of security offensive. Were I [REDACTED] I would probably give the man a prize or whatever they do, but I would find another way of reminding people that they are responsible for security. Anyway, the plastic picnic tables look good compared to this one. Thanks, [REDACTED]

STATINTL

STATINTL



CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

SUGGESTION AND ACHIEVEMENT AWARDS COMMITTEE

24 March 1976

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NOTE TO: [REDACTED] Chairman
CIA Fine Arts Commission

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[REDACTED]
Executive Secretary

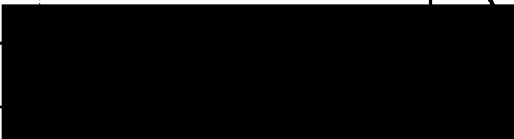
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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED			
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1			
2			
3			
4			
5			
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks:			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
<i>A/DCI</i>			
	UNCLASSIFIED	CONFIDENTIAL	SECRET

FORM NO. 237 Use previous editions

(40)

D-R-A-F-T
JKK:jmc
2 April 1976

STATINTL

MEMORANDUM FOR: [REDACTED] Executive Secretary,
Suggestion and Achievement Awards Committee

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REFERENCE : Your Memo to Chairman, FAC, dated 24 Mar 1976,
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if at all

then a new design

↓ good. otherwise no doubt.

[REDACTED]

Fine Arts Commission

STATINTL

*And: I think these casual
coin-club and lecture series
three-legged notices should
be brought. Tied together
of hand.*

AA

6 April 1976

MEMORANDUM FOR: Chairman, Fine Arts Commission

SUBJECT : Security Poster Suggestion
(76-195)

I have no objection to your draft memo to the Suggestion and Achievement Awards Committee, dated 2 April 1976, as it relates to posters in general. I do feel, however, that Office [REDACTED] suggestion would not make "an appropriate and tasteful poster." A poster based on this play of words and letters would be ineffective.

STATINTL

In spite of the feelings I've displayed above, I will go along with the suggestion if your memo is followed. The Guard Force needs these bits of encouragement.

STATINTL

[REDACTED]
MEMBER
Fine Arts Commission